



# Plattsburgh, New York

Randal J. Stone  
Assistant Chief

Plattsburgh Fire Department  
65 Cornelia Street  
Plattsburgh, NY 12901  
Tel: 518-561-5965  
Fax: 518-561-8236  
stoner@cityofplattsburgh-ny.gov

## MEMO

**TO:** Mayor Kasprzak  
Members of the Common Council

**FROM:** Assistant Fire Chief Randal Stone

**DATE:** August 23, 2012

**RE:** Fire and Ambulance Responses

For this week's period: Thursday, August 16 to Wednesday, August 22 2012  
our Department has responded to the following:

### Fire Calls

Fire Investigations	3
EMS Assist	8
Motor Vehicle Accidents	2
Unauthorized burning	2
Service Call	1

Fire Calls 16

Ambulance Calls 51

Mutual Aid by CVPH 11

# BUILDING INSPECTOR'S COMPLAINT REPORT: 08/21/12

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	DATE OF CORRECTION
8/15/2012	4919	SOUTH CATHERINE ST	LAWN AREA USED AS ROADWAY	KB		CORRECTIVE ACTION IN PROCESS	
8/15/2012	90	SALLY AVE	DEBRIS LEFT IN YARD	KB		CORRECTIVE ACTION IN PROCESS	
8/16/2012	113	CORNELIA ST	INTERIOR VIOLATIONS	CB		CORRECTIVE ACTION IN PROCESS	
8/17/2012	5	ROBINSON TERR	TREE LEANING TOWARDS HOME	CB		CORRECTIVE ACTION IN PROCESS	
8/20/2012		JOHNSON AVE	TREE BRANCH OVERHANGING ONTO STREET	KB		CORRECTIVE ACTION IN PROCESS	



# Plattsburgh, New York

**Building and Zoning Department**  
41 City Hall Place  
Plattsburgh, New York 12901  
Ph: (518) 563-7707  
Fax: (518) 563-6426

August 21, 2012

Honorable Mayor Donald Kasprzak  
Members of the Common Council  
City Clerk  
41 City Hall Place  
Plattsburgh, NY 12901

Dear Mayor, Councilors and City Clerk:

Please be advised that the Zoning Board of Appeals held a Public Hearing on August 20, 2012,  
at 7:00 PM in the Common Council Chambers to hear:

**APPEAL**

**APPLICANT**

**REQUEST**

1938

JANET MCCOOEY  
76 WALL STREET

SPECIAL USE PERMIT  
FENCE HIGHER THAN 6 FEET  
IN RESIDENTIAL AREA  
**GRANTED WITH STIPULATIONS**

  
Joseph McMahon  
Building Inspector

JM/dj

## Carlin, Beth

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**From:** Carol <carol@irisescafe.com>  
**Sent:** Monday, August 20, 2012 11:25 AM  
**To:** Carlin, Beth  
**Subject:** Block Party Fundraiser

I 8/23/12  
A- 8/30/12

Hi Beth,  
Here's the info for Irises 15th Anniversary Celebration Block Party fundraiser  
Thanks, Carol

Sunday October 7, 2012 event time 1:00-4:00pm

Request to close City Hall Place from corner of Court Street to corner of Bridge Street from 9am-6pm (to allow time to set up large outdoor tent and stage, and take down/clean up)

### Event Description:

Irises 15th Anniversary Celebration Block Party to benefit The Strand Theater Restoration Project

- Must purchase pass to attend event (kids free), then \$1.00 tasting tickets for sale for sample-size portions of food & beverage
- Proceeds from tasting tickets to benefit The Strand Theater (non-profit)
- food sampling/tastings from local restaurants (estimate 4-7 participating)
- wine & beer sampling from distributors
- non-alcohol beverages available: local cider, sodas, water, lemonade, coffee
- live music with local music groups playing on stage
- kid's activity area with coloring books, painting pumpkins, and bounce house

## UNDERGROUND EASEMENT

THIS INSTRUMENT WITNESSETH THAT: City of Plattsburgh, hereinafter called the Grantor(s), being the owner(s) of or having an interest in land situated in the City of Plattsburgh, County of Clinton, State of New York, designated on the City of Plattsburgh Tax Map as Tax Map No. 207.17-1-14.1 bounded by lands of

AS DESCRIBED BELOW

for and in consideration of the sum of One and No / 100 Dollars (\$1.00), the receipt of which is hereby acknowledge, does hereby grant and release unto Verizon New York, Inc., a corporation organized under the laws of the State of New York, having an office at 1095 Avenue of Americas, New York, New York 10036, hereinafter called the Grantee, its lessees, licensees, successors and assigns forever, a permanent easement and right of way, with the right, privilege and authority to install, construct, reconstruct, extend, operate, inspect, maintain, repair, replace, and at its pleasure remove, underground electric and communication systems, including cables, wires, vaults, pedestals, closures, hand/man holes, pipes, ducts and conduits, with the necessary fixtures or appurtenances thereto, including transformers and switching equipment, which the Grantee shall require now and from time to time for the underground transmission and/or distribution of electric current and communications for public or private use, in, upon, over, under and across said lands and/or the highways abutting or running through said land.

The easement and right of way hereby granted and released is 10 feet in width throughout its extent, situate, lying and being as follows:

Ten (10) feet wide easement running parallel along the eastern boundary of the Grantor's property that is adjacent to the property designated on the City of Plattsburgh Tax Map as Tax Map No. 207.17-1-15.2-1.

TOGETHER with free ingress and egress over the easement and right of way and other lands of Grantor(s) for all of the above purposes and the right now and from time to time to trim, cut, burn, treat and/or remove by manual, mechanical and chemical means trees, roots, brush, structures and other obstructions within said easement and right of way.

PROVIDED, however, that any damage ( other than for trimming, cutting, treating, burning and/or removing trees, roots, brush, structures and other obstructions as above provided) to the property of the Grantor(s), caused by the Grantee in the exercise of its rights under this instrument shall be borne by the Grantee.

RESERVING, however, to the Grantor(s): the right to cultivate the ground and the right to cross and recross said easement and right of way provided that such use of said ground shall not interfere with, obstruct or endanger any rights granted as aforesaid and shall not disturb the grade of said ground as it now exists, and provided that no structure shall be erected, no trees shall be grown, cultivated or harvested, and no excavating, mining or blasting shall be undertaken within the limits of the easement and right of way without written consent of the Grantee.

This instrument shall be binding on and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN PRESENCE OF:

CITY OF PLATTSBURGH

\_\_\_\_\_  
Name and Title: Donald M. Kasprzak, Mayor

STATE OF NEW YORK

COUNTY OF CLINTON ss.:

On this \_\_\_ day of \_\_\_\_\_, 2012, before me, the undersigned, a Notary Public in and for said state, personally appeared \_\_\_\_\_, personally known to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s), on the instrument, the individual(s) or the person on behalf of which the individual(s) acted, executed the instrument.

\_\_\_\_\_  
(Signature and office of the individual taking acknowledgment)





# Plattsburgh, New York

Kevin R. Farrington, P.E.  
City Engineer

Engineering & Planning Dept.  
41 City Hall Place  
Plattsburgh, New York 12901  
518-563-7730  
Fax: 518-563-3645

August 21, 2012

Mayor Donald Kasprzak  
And  
Members of the Common Council  
41 City Hall Place  
Plattsburgh, NY 12901

**REF: Request for Permission to Advertise for bids for  
"Vacuum Street Sweeper;"  
Contract #2012-16**

Dear Mayor Kasprzak & Councilors:

It is requested that permission be granted to advertise for bids for Contract #2012-16, "Vacuum Street Sweeper" for use by the Public Works Department.

Very truly yours,

  
Kevin R. Farrington, P. E.  
City Engineer

/dn

CC: City Clerk  
City Chamberlain  
Mike Brodi, PWD

**Carlin, Beth**

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**From:** Kasprzak, Donald M.  
**Sent:** Thursday, August 16, 2012 1:16 PM  
**To:** Carlin, Beth  
**Subject:** Fw: Street Closings for Battle of Plattsburgh weekend

I 8/23/12

----- Original Message -----

From: Kit Booth <[kitbooth@charter.net](mailto:kitbooth@charter.net)>  
To: Kasprzak, Donald M.  
Cc: Gary VanCour <[GRVANC@aol.com](mailto:GRVANC@aol.com)>; Vickie Giroux <[LQ1026GM@laquinta.com](mailto:LQ1026GM@laquinta.com)>; Keith Lunn <[kecacokv@aol.com](mailto:kecacokv@aol.com)>  
Sent: Thu Aug 16 12:45:41 2012  
Subject: Street Closings for Battle of Plattsburgh weekend

Mayor Kasprzak and Members of the Common Council  
August 16,  
2012

Following is a stab at the request for street closing. Look it over and find errors please. It will go to the Mayor and Council:

The Battle of Plattsburgh Commemoration Committee requests the following streets be closed during the Battle of Plattsburgh Weekend, September 7, 8 and 9 , 2012

Friday, Sept 7th: From 5 pm until after the fireworks approximately  
9:45: City Hall Place

From 4 pm until 9:45 Court Street from Margaret to City Hall Place  
From 4 pm until 11:15 Trinity Square from Margaret to City Hall Place

Saturday, Sept 8th: From 9 am to 6 pm City Hall Place

From 9 am until 9 pm Court Street from Margaret to City Hall Place  
From 9 am until 11:15 pm Trinity Place from Margaret to City Hall Place  
From 11am until 2:30 Cumberland Ave through City Hall Place to

Broad Street for parade. We would permit local traffic one way  
south on Cumberland until 12:30 pm. Emergency access would be allowed at all times

Sunday, Sept 9th From 8 am until 5pm City Hall Place, Court from  
Margaret to City Hall Place and Trinity Place from Margaret to  
City Hall Place



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.  
Manager

6 Miller Street  
Plattsburgh, New York 12901  
518-563-2200  
Fax: 518-563-6690

August 21, 2012

To: Mayor Kasprzak and Common Council  
From: Bill Treacy, Manager  
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

**PMLD BID NO. 2012-8-1**  
**WPCP Substation 16 Replacement – Equipment Procurement**  
**BID OPENING DATE: September 20, 2012 AT 1: 00 PM**

We propose that these bids be received under PMLD Bid No. 2012-8-1, prior to 1:00 p.m., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Note: This bid will be for the procurement of two 2000 kVA 12.47 – 2.4 kV step-down transformers and a 6 position padmount fault interrupter switch to replace the damaged substation.

Respectfully submitted,

Bill Treacy  
Manager

cc: Councilor Jackson, MLD Liaison  
Keith Herkalo, City Clerk  
Kelly Clookey, MLD Finance Director  
Project File





MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.  
Manager

6 Miller Street  
Plattsburgh, New York 12901  
518-563-2200  
Fax: 518-563-6690

August 21, 2012

To: Mayor Kasprzak and Common Council  
From: Bill Treacy, Manager  
Subject: Permission to Issue Bid Proposal

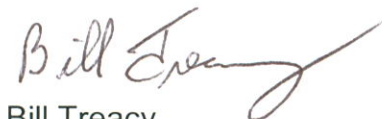
The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

**PMLD BID NO. 2012-8-2**  
**SL1 & SL2 Equipment Upgrades – Testing and Commissioning**  
**BID OPENING DATE: September 27, 2012 AT 1: 00 PM**

We propose that these bids be received under PMLD Bid No. 2012-8-2, prior to 1:00 p.m., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Note: This bid covers the testing and commissioning activities associated with the Bus Tie breaker installation at SL1 and the Circuit Switcher replacement at SL2.

Respectfully submitted,

  
Bill Treacy  
Manager

cc: Councilor Jackson, MLD Liaison  
Keith Herkalo, City Clerk  
Kelly Clookey, MLD Finance Director  
Project File



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.  
Manager

6 Miller Street  
Plattsburgh, New York 12901  
518-563-2200  
Fax: 518-563-6690

August 22, 2012

To: Mayor Donald M. Kasprzak  
From: Bill Treacy, Manager  
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

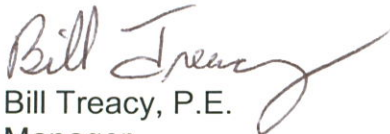
**PMLD BID NO. 2012 - 8- 3**

**WOODEN UTILITY POLES**

**BID OPENING DATE: September 27, 2012 at 1:10 PM**

We propose that this bid be received under PMLD Bid No. 2012 - 8-3, prior to 1:10 P.M., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,

  
Bill Treacy, P.E.  
Manager

cc: Keith Herkalo, City Clerk  
Councilor Jackson, PMLD Liaison  
Bid 2011-12-1 File



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)

# Plattsburgh, New York

William J. Treacy, P.E.  
Manager

6 Miller Street  
Plattsburgh, New York 12901  
518-563-2200  
Fax: 518-563-6690

August 21, 2012,

To: Mayor and Common Council

From: William Treacy, P.E., Manager

Subject: Evaluation of Misc. Electrical Materials Bid No. 2012-7-1 received on August 16, 2012.

The management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated the six (6) bids received on the above subject Bid No. 201-7-1. We recommend awards to the following listed bidders in the amount shown below. Awards were based on the lowest bidder meeting PMLD specifications. Please see award summary below and list of individual items awarded.

Stuart C. Irby	\$ 32,382.80
WESCO Distribution, Inc.	\$ 44,060.55
GotToGo Electric Inc.	\$ 77,640.00
ERMCO/Delta-Wye Associates, Inc.	\$271,077.00
Power Sales Group	<u>\$ 15,306.00</u>
 TOTAL BID AWARD COST:	 \$ 440,446.35

Respectfully Submitted,

William Treacy, P.E.  
Manager

Attachments: Individual Items awarded.

CC: MLD Liaison Councilor Jackson  
City Clerk  
Kelly Clookey, Finance Director  
Bid 2012-7-1 File



I - 8/23/12

**Carlin, Beth**

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**From:** Peters, Steve  
**Sent:** Monday, August 20, 2012 3:50 PM  
**To:** Kasprzak, Donald M.; Carlin, Beth; Chris Case; Chris Jackson; gergram@verizon.net; jcalnon@westelcom.com; john@cctlaw.com; Mark Tiffer; Marks, Richard A.; t.carp@live.com  
**Subject:** National Recreation Conference  
**Attachments:** NRPA Summary 2011.doc; Skate Park Management Proposal 4-2012.doc; NRPA Congress Budget 2012.xls

City Council-

I would like you to consider approving a travel request for the Recreation Department for October 15-19, 2012 for three full-time permanent staff members (me, Justyn Gordon, and Jessica Shields) at a cost not to exceed \$4600. The conference would be paid for out of three areas: Recreation Administration - Conferences (\$1800), Gym – Contracted Services (\$1400), and Crete Center – Contracted Services (\$1400). The budget for the conference is attached.

Given the specialty nature of the jobs that we do in municipal recreation, it is essential that our programming and management team work to get to the forefront of the industry. As a department, we are lagging behind other municipalities of similar size, we are not realizing efficiencies in certain areas, and our service is not yet at the world-class level that I would like it to be at. A major component toward moving our department forward is to provide the continuing education and training necessary to accomplish these goals. In addition, there are very few, if any opportunities to train staff members in any other way.

The National Recreation and Parks Association holds a conference each year—this year it is being held in Anaheim, CA. This year there are over 200 educational opportunities and 300 vendors. Last year, you had approved me to go to the conference in Atlanta. For your convenience, I am re-attaching the summary that I sent you last fall. The conference was incredibly valuable and the biggest issue I faced was that I was unable to bring any other staff members to attend more classes and seminars. I was able to implement a number of concepts that I learned at the conference which resulted in both direct and indirect savings to the department AND better service to the community. A great example is with our skate park: with information learned at a skate park seminar, I reworked our skate park management plan (see attached) and cut all staffing of the park, saving us around \$8500. This is directly reflected in the 2012 recreation budget. In addition, to date, the Mayor's office has received no complaints from the park, we are open more, and our staff reports better interactions with skaters. Based on the attached summary, there are additional cost-based and service-based improvements that were made throughout the department. If you would like more examples, please let me know.

There are other conferences around the country that address similar things. None have come close to the scale and size of this conference and most have been more expensive. There is a New York State Recreation and Parks Society conference which I did attend—this conference was a little more skewed toward policy and networking within New York. While very useful, it did not have the education component that NRPA has. At this conference, the three of us will “divide and conquer” whereby each one of us will attend a different class—as a group we should probably hit between 24 and 30 classes. We will then share with each other what we've learned and discuss any details that may be pertinent. The city council will receive full reports from all three of us upon our return.

With the Mayor's and Councilor Tiffer's approval, it will go on the initial agenda this week. You do not need to advance it for a vote this week. However, if there were no reservations on approving it, it would make sense to vote on it so that we could make air travel arrangements sooner rather than later. If I can get you any additional information prior to Thursday, please let me know.

Thanks,

*Steve Peters*





**Plattsburgh Police Department**

45 Pine Street

**Plattsburgh, New York**

518-563-3411

518-566-9000 (FAX)

DESMOND J. RACICOT  
Chief of Police

August 15, 2012

Mayor Donald M. Kasprzak  
And members of the Common Council  
41 City Hall Place  
Plattsburgh, NY 12901

Gentlemen:

I respectfully request your approval for three Police Officers to travel to San Diego, CA from 9/29/12 – 10/04/12 for “119<sup>th</sup> Annual International Association of Chiefs of Police Conference and Law Enforcement Education and Technology Exposition.” The cost of the travel should not exceed \$10,225.00 and will be paid out of asset forfeiture (DOJ) funds.

Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot  
Plattsburgh Police Department

DJR/hls